



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## GREENVIEW INDUSTRIAL GATEWAY COMMITTEE MEETING AGENDA

February 12, 2024

9:00 a.m.

Council Chambers  
Administration Building  
Valleyview, AB

- 
- |    |                    |   |    |
|----|--------------------|---|----|
| #1 | CALL TO ORDER      |   |    |
| #2 | ADOPTION OF AGENDA |   |    |
| #3 | MINUTES            | 3.1 Greenview Industrial Gateway Committee Organizational Meeting Minutes held Monday, January 22, 2024.            | 2  |
|    |                    | 3.2 Greenview Industrial Gateway Committee Regular Meeting Minutes held Monday, January 22, 2024.                   | 5  |
| #4 | DELEGATION         | 9:15 a.m. 4.1 Sky Point Resources   | 7  |
|    |                    | 10:45 a.m. 4.2 Environment and Protected Areas – Designated Industrial Zone Presentation                            | 9  |
| #5 | NEW BUSINESS       | 5.1 Greenview Industrial Gateway Director Update (Verbal)   | 32 |
| #6 | CLOSED SESSION     | 10:00 a.m. 6.1 IFS Process Water Supply Disclosure Harmful to Business Interests of a Third Party (Section 16 FOIP) |    |
| #7 | ADJOURNMENT        |   |    |



Minutes of an  
**ORGANIZATIONAL MEETING**  
**FOR THE GREENVIEW INDUSTRIAL GATEWAY COMMITTEE MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
Montney Room, Delta Airport Hotel  
Grande Prairie, Alberta on Monday, January 22, 2024.

- #1**  
**CALL TO ORDER**  
**PRESENT**
- |   |                             |
|---|-----------------------------|
| Executive Director, Kyle Reiling called the meeting to order at 4:30 p.m. |                             |
| Ward 1  | Member Winston Delorme      |
| Ward 2  | Member Ryan Ratzlaff        |
| Ward 3  | Member Sally Rosson         |
| Ward 5  | Member Dale Smith (virtual) |
| Ward 6  | Member Tom Burton           |
| Ward 7  | Member Jennifer Scott       |
| Ward 8  | Member Christine Schlieff   |
- ATTENDING**
- |  |                         |
|--|-------------------------|
| Chief Administrative Officer               | Stacey Wabick (virtual) |
| Executive Director, Industrial Development | Kyle Reiling            |
| Recording Secretary                        | Wendy Holscher          |
- ABSENT**
- |        |                    |
|--------|--------------------|
| Ward 9 | Member Tyler Olsen |
| Ward 8 | Member Bill Smith  |
| Ward 4 | Member Dave Berry  |
- #2 AGENDA**
- MOTION: 24.01.01 Moved by: MEMBER TYLER OLSEN  
That the Greenview Industrial Gateway Committee accept the January 22, 2024, Organizational Meeting agenda as presented.
- CARRIED
- MOTION: 24.01.02 Moved by: MEMBER TOM BURTON  
That the Greenview Industrial Gateway Committee vote as per show of hands for the Organizational Meeting and election of chairs.
- CARRIED
- #3 NOMINATIONS FOR CHAIR**
- 3.0 NOMINATIONS FOR CHAIR**
- Executive Director, Kyle Reiling called for nominations for the election of Chair.
- Member Tyler Olsen nominates past Chair Winston Delorme
- Executive Director, Kyle Reiling called a second time for nominations for Chair.
- None heard

Executive Director, Kyle Reiling called a third time for nominations for Chair.

- None heard

**CEASE NOMINATION FOR  
CHAIR**

MOTION: 24.01.03 Moved by: MEMBER CHRISTINE SCHLIEF  
That the members cease nomination for Chair of the Industrial Gateway Committee.

CARRIED

MOTION: 24.01.04 Moved by: MEMBER TYLER OLSEN  
That the Greenview Industrial Gateway Committee appoint Member Winston Delorme as Chair until the next Organizational Meeting.

CARRIED

**APPOINTMENT OF CHAIR**

Executive Director, Kyle Reiling declared past Chair Winston Delorme as the elected Chair of the Greenview Industrial Gateway Committee until the next Organizational Meeting and Chair Winston Delorme assumed the Chair.

**#4 NOMINATIONS FOR  
VICE CHAIR**

**4.0 NOMINATIONS FOR VICE CHAIR**

Chair Winston Delorme called for nominations for the election of Vice Chair

- Member Sally Rosson nominates Member Dale Smith

Chair Winston Delorme called a second time for nominations

- Member Christine Schlief nominates Member Ryan Ratzlaff

Chair Winston Delorme called a third time for nominations

- None heard

**CEASE NOMINATION FOR  
VICE CHAIR**

MOTION: 24.01.05 Moved by: MEMBER TOM BURTON  
That the members cease nomination for Vice Chair of the Industrial Gateway Committee.

CARRIED

MOTION: 24.01.06 Moved by: MEMBER CHRISTINE SCHLIEF  
That the Greenview Industrial Gateway Committee appoint Member Ryan Ratzlaff as Vice Chair until the next Organizational Meeting.

CARRIED

MOTION: 24.01.07 Moved by: MEMBER TOM BURTON  
That the Greenview Industrial Gateway Committee direct Administration  
to destroy the ballots.

CARRIED

**#5 ADJOURNMENT**  
**ADJOURN**

**7.0 ADJOURNMENT**

MOTION: 24.01.08 Moved by: COUNCILLOR JENNIFER SCOTT  
That the Committee adjourn this Greenview Industrial Gateway  
Committee Meeting at 4:38 p.m.

CARRIED

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CHAIR

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RECORDING SECRETARY

Minutes of a  
**GREENVIEW INDUSTRIAL GATEWAY COMMITTEE MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
Montney Meeting Room, Delta Hotel  
Grande Prairie, Alberta on Monday, January 22, 2024.

**#1**

**CALL TO ORDER  
PRESENT**

Chair Winston Delorme called the meeting to order at 4:39 p.m.

Ward 1	Chair Winston Delorme
Ward 2	Member Ryan Ratzlaff
Ward 3	Member Sally Rosson
Ward 5	Member Dale Smith(virtual)
Ward 6	Member Tom Burton
Ward 7	Member Jennifer Scott
Ward 8	Member Christine Schlieff
Ward 9	Member Tyler Olsen

**ATTENDING**

Chief Administrative Officer	Stacey Wabick (Virtual)
Executive Director, Industrial Development	Kyle Reiling
Recording Secretary	Wendy Holscher

**ABSENT**

Ward 8	Member Bill Smith
Ward 4	Member Dave Berry

**#2 AGENDA**

MOTION: 24.01.09 Moved by VICE CHAIR RYAN RATZLAFF  
That the Greenview Industrial Gateway Committee adopt the January 22, 2024, Greenview Industrial Gateway Committee Meeting Agenda as presented.

CARRIED

**#3 CLOSED SESSION**

**3.0 CLOSED SESSION**

MOTION: 24.01.10 Moved by: MEMBER TOM BURTON  
That the meeting goes into Closed Session, at 4:40 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session

CARRIED

**3.1 INTERPROVINCIAL FUEL SOLUTIONS**

**DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF THIRD PARTY**

**3.0 OPEN SESSION**

**OPEN**

MOTION: 24.01.11 Moved by: MEMBER CHRISTINE SCHLIEF

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 5:19 p.m.

CARRIED

**MOU**

Motion: 24.01.12 Moved by: MEMBER TOM BURTON

That the Greenview Industrial Gateway Committee recommend to Council to enter into a Memorandum of Understanding with Interprovincial Fuel Solutions Ltd.

CARRIED

**#7  
ADJOURNMENT  
ADJOURN**

**7.0 ADJOURNMENT**

MOTION: 23.01.13 Moved by: MEMBER SALLY ROSSON

That the Committee adjourn this Greenview Industrial Gateway Committee Meeting at 5:22 p.m.

CARRIED

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CHAIR

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RECORDING SECRETARY



# REQUEST FOR DECISION

SUBJECT: **Sky Point Resources Delegation**  
SUBMISSION TO: GIG Committee Meeting  
MEETING DATE: February 12, 2024  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Economy

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: \_\_\_\_\_  
DIR: KR  
LEG: \_\_\_\_\_  
MANAGER: \_\_\_\_\_  
PRESENTER: \_\_\_\_\_

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That the Greenview Industrial Gateway Committee accept the presentation from Sky Point Resources for information, as presented.**

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## BACKGROUND/PROPOSAL:

Randy Litun, President of Sky Point Resources Ltd. will be doing a 30 minute educational presentation to the Greenview Industrial Gateway Committee regarding petrochemical. This will give the Committee a better understanding of the process and a chance to ask questions, so they are able to have a better understanding as a whole.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended action is that the committee will be more educated on the process, and on the petrochemical field as a whole. This will create a deeper understanding of the needs of future developers and the future progress of the GIG as it grows and diversifies.

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## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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## ALTERNATIVES CONSIDERED:

**Alternative #1:** The Committee may choose to request further training to further broaden their understandings, as this is a shorter more limited opportunity.

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## FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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## STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

*Using that framework outline the proposed level of public engagement associated with the recommended action.*

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

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**FOLLOW UP ACTIONS:**

There are no follow up actions to the recommended motion.

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**ATTACHMENT(S):**

- There currently is no attachment, but training documents may be provided prior to the meeting.





# REQUEST FOR DECISION

SUBJECT: **Designated Industrial Zone**  
SUBMISSION TO: GIG Committee Meeting  
MEETING DATE: February 12, 2024  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Economy

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: \_\_\_\_\_  
DIR: KR  
LEG: \_\_\_\_\_  
MANAGER: \_\_\_\_\_  
PRESENTER: KR

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## RELEVANT LEGISLATION:

**Provincial (cite) – N/A**

**Council Bylaw/Policy (cite) – N/A**

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## RECOMMENDED ACTION:

### MOTION:

**That Council take into consideration the information presented by John Tchir, Director Air and Watershed Management, regarding the Designated Industrial Zone certification as it relates to the Greenview Industrial Gateway.**

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## BACKGROUND/PROPOSAL:

The Designated Industrial Zones are Provincially approved areas of cluster development established through municipality led collaborations where facilities benefit from consistent, coordinated regulatory approach, shared access to infrastructure and resources and minimizing the cumulative environmental impact.

Currently the only area to have a designation is Alberta's Industrial Heartland, who is the largest competitor by far to the Greenview Industrial Gateway.

To gain this certification, there are several items that need to be completed including;

- **Formal agreement**

DIZ proponents establish an agreement to:

- commit financial and human resource allocation
- set timelines and notices for DIZ changes or adjustments
- schedule recurring agreement reviews

- **Coordinated zoning**

Participating municipalities coordinate the DIZ by:

- developing Area Structure Plans outlining the DIZ and heavy industrial sites
- establishing master drainage plans and identifying environmentally sensitive areas and critical social and/or economic infrastructure

- **Target size and scale**

An area designated as a DIZ has:

- sufficient land area for growth
- enough facilities present to optimize cluster infrastructure

- **Cluster infrastructure**

An area being considered as a DIZ has cluster infrastructure, which refers to:

- capacity within an area to develop infrastructure that supports industrial growth within approved transportation and utility right-of ways
- assignment of human resources for cluster infrastructure development

- **Harmonized permitting**

Participating municipalities in an area proposed for a DIZ:

- align requirements of development permits
- reduce regulatory overlap with other jurisdictions, and dependencies with municipal regulatory decision making

- **Environmental management**

DIZ proponents commit to zone-specific:

- environmental assessments
  - topsoil management guidelines
  - air emissions requirements
  - water quality management
  - financial or human resources for implementing environmental management
- 

The large majority of these requirements are completed or have plans underway to address. The exception being a pre and post stormwater management plan should they request this. The reality is that the GIG is the true definition of this, and the AIHA still has a lot of work to do to get to this level outlined above. The partners in the AIHA do not have coordinated land uses and although trying have yet to accomplish this over the past 20 years. Having this designated signals to all departments within the Government of Alberta that we have completed our due diligence in the design.

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#### BENEFITS OF THE RECOMMENDED ACTION:

1. Having the GIG recognized formally as a Designated Industrial Zone brings credibility and awareness at all levels of the Provincial Government.
  2. Having the GIG recognized as a DIZ will provide more qualified meetings with experienced Petrochemical Developers.
  3. Having the GIG recognized as a DIZ allows greater influence when advocating for infrastructure improvements including, Rail, Road, CCS and Electrical.
  4. Having the GIG recognized formally as a DIZ puts us more on a level playing field with the AIH.
  5. This formal recognition will present the opportunity for Greenview to invite multiple Ministers, etc. up to the GIG for a media announcement.
  6. Strengthens IFS position to require support through their approvals.
  7. Supports a GIG expansion of land should this route take place.
- 

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There may be some minor costs associated with review and alignment, and pre and post stormwater plan.

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#### ALTERNATIVES CONSIDERED:

1. This presentation is for information only.
- 

#### FINANCIAL IMPLICATION:

There may be some minor implications should a stormwater plan be required.

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STAFFING IMPLICATION:

There are no staffing implications of the recommended motion.

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

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**PROMISE TO THE PUBLIC**

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---

FOLLOW UP ACTIONS:

No follow up actions.

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ATTACHMENT(S):

- Powerpoint Presentation

# Designated Industrial Zone (DIZ) Pilot Project

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Presentation by Environment and Protected Areas



# Agenda

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Welcome



What is a Designated Industrial Zone



Criteria to establish a DIZ



Considerations for discussion



Current implementation



Path toward Designation



Discussion and adjourn

# What is a DIZ

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# Designated Industrial Zone in Alberta

Criteria for Provincial Designation of Industrial Zones



APRIL 2022  
Classification: Public

Alberta

Designated Industrial Zones are provincially-approved areas of clustered industrial development established through municipally-led collaborations where facilities benefit from consistent, coordinated regulatory approvals, share access to infrastructure and resources, and minimize cumulative environmental impacts through participative governance of the zone and a commitment to continuous improvement.

Alberta



# Criteria to establish a DIZ

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- Proponents commit to unique environmental policies of the zone, including:
- Zone-wide environmental assessments
- Topsoil management guideline
- Air emissions standards
- Surface water load management

## CRITERIA 6

### Environmental Management



## CRITERIA 1

### Formal Agreement



- Agreement is in place between collaborators
- Reviewed every 10 years or upon boundary adjustment
- Consultations held prior to agreement being signed

## CRITERIA 2

### Coordinated Zoning and Bylaws



- Area Structure Plans (ASPs) coordinated between partnering municipalities, outlining DIZ and heavy industrial sites
- Within 5 years of designation:
  - Master drainage plan
  - Environmentally sensitive areas
  - Critical social and/or economic infrastructure

## CRITERIA 3

### Threshold Requirements



- Sufficient land area for growth
- Number of facilities present to optimize cluster infrastructure
- Numeric values being informed by economic analysis

## CRITERIA 4

### Cluster Infrastructure



- Capacity to develop infrastructure that supports industrial growth within **approved** transportation and utility right-of ways, including: road/rail transportation, power, water supply, wastewater, feedstock

## CRITERIA 5

### Harmonized Permitting



- Align requirements of development permits
- Reduce overlap with provincial regulations
- Permits issued in parallel with provincial process and not stacked

## Designated Industrial Zone Criteria

# Snapshot of the IH-DIZ



Why the Industrial Heartland?

## CHEMICALS & FUELS

- Ethylene – 1,300 KTA
- Polyethylene – 850 KTA
- Polymer-grade propylene – 115 KTA
- Polypropylene – 550 KTA
- MEG/EO/EG– 800 KTA
- Iso-octane – 521 KTA
- Styrene monomer – 450 KTA
- Urea – 1,400 KTA
- Ammonium sulphate – 355 KTA
- Ammonia – 376 KTA
- Hydrogen - 821 KTA
- Refined fuels – 447 Kbpd
- Bitumen upgrading – 270 Kbpd
- Benzene – 370 KTA
- Aromatics
- Petcoke

## MIDSTREAM & UTILITIES

- NGL fractionation – 485 Kbpd
- Salt cavern storage - over 40 caverns
- Oil, natural gas, and NGL pipelines
- Water and industrial gas systems
- Two operating world-scale CCUS systems

## DIVERSIFIED PRODUCTS

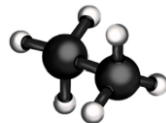
- High-purity nickel & cobalt – 39 KTA
- Nickel based composite powders
- Cobalt powders
- Hydrogen peroxide
- Prilled sulfur
- Third party rail storage
- Renewable power

## Growth Opportunities



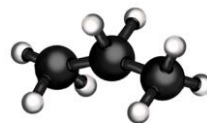
Methane

- Methanol
- Urea / Ammonia
- Hydrogen
- Liquid organic hydrogen carriers
- Animal nutrition



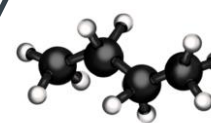
Ethane

- Ethylene
- Ethylene Derivatives (PE, PO, EDC, etc.)



Propane

- Propylene
- Propylene derivatives (PP, PO, IPA, SAP)
- Animal nutrition



Butane

- Iso-octane
- Maleic anhydride
- C4 derivatives



- Bio-oil / Bio-refining
- Small modular reactors
- Critical mineral refining
- Synthetic Graphite
- Waste to energy
- Renewable power

# Status of the IH-DIZ implementation

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# Progress and Products



## Regulatory Streamlining

- Reduced requirements for EPEA renewals
- Facilitating harmonization of municipal permitting
- Developed the Applicants Advisory Service for new investments
- Created DIZ Directive for all EPEA approved facilities

## Cluster Infrastructure Development

- Improved access to water that will support future hydrogen and petrochem developments
- Improved soil management
- Developed Master Drainage Plan for zone (planned for delivery January 2024)
- Pursuing policy development for electricity and natural gas with Alberta Energy

## Environmental Outcomes

- Increasing standards for air pollution abatement equipment
- Developing cumulative load-management approach for wastewater
- Improved knowledge of baseline environmental system
- Addressed data gaps in modeling and monitoring to enable shared knowledge of air quality

## Capital Investments

- Focus on coordination across departments co-lead with Jobs Economy and Trade with support from Alberta's Industrial Heartland and the Northeast Capital Industrial Association

# Partnerships in the DIZ

## Government of Alberta

- Develop and maintain DIZ policies, directives and frameworks
- Evaluate environmental outcomes
- Progress with regulatory streamlining
- Provide support through capital investments and grants

- Advise on management strategies
- Supports communications and management programs
- Includes North Sask Watershed Alliance, Fort Air Partnership, Alberta Environmental Network

## Non-Government Orgs

## Municipalities

- Align municipal planning and permitting
- Commit resources to DIZ operations
- Integrate and align permitting with provincial approvals process
- Coordinated by AIHA

- Follow DIZ policies, directives and frameworks
- Support DIZ evaluation and reporting
- Escalate opportunities for enhanced management
- Coordinated by NCIA

## Industry





# Industrial Heartland Designated Industrial Zone Framework

This regulatory framework will stimulate new investment and job creation while achieving environmental outcomes



- The Framework serves to effectively designate the IH as the first DIZ in Alberta
- It is a 25-page document containing:
  - Summary of key operational policies for managing the DIZ
  - Guidance to partners and statutory decision makers on processes and protocols for management
- “Stitches” messaging together and links to individual documents for more information
- Glossary version, thank you to graphic design!
- Primary audience: DIZ partners, available as a public document
- Available: <https://www.alberta.ca/industrial-heartland-designated-industrial-zone.aspx>

# Functional Groups



## Capital Attraction and Investment

- Develops partnerships and supports capital planning and investment
- Manages and implements capital investments for shared infrastructure development
- Co-lead with AIHA, participation from Jobs, Economy and Trade



## Policy

- Develops policy recommendations for municipal and provincial governments
- Responsible for engagement as part of policy development
- Participation from EPA, AER, Energy and Minerals, Affordability and Utilities



## Operations

- Leads program implementation as part of IH-DIZ Framework
- Responsible for coordination and communication at operational level
- Participation from EPA and AER



## Evaluation

- Develops and tracks key performance indicators for DIZ
- Provides performance improvement recommendations
- Participation from EPA, AER and Energy and Minerals

# Task Teams and Membership



## Natural Gas Access

NCIA, AIHA, Sturgeon  
County, Plains Midstream,  
EPA, EM  
Ad-hoc membership: TC  
Energy



## Air

AIHA, NCIA, municipal,  
industry, AEN, FAP, EPA, AER



## Water

AIHA, NCIA, municipal,  
industry, AEN, NSWA, EPA,  
AER



## Regulatory Streamlining

AIHA, NCIA, industry, AEN,  
EPA, AER



## Capital Investment & Attraction

AIHA, NCIA, JET, TI, TEC,  
AGI, EPA, EM

~ 80 members and 25 organizations represented

# Considerations for Designated Industrial Zones

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# Critical infrastructure

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- Scale (Industrial zones, Industrial clusters, Industrial Parks)
- Water availability (Cost effective Supply and Distribution)
- Feedstock availability
- Transportation Corridors
- CCUS in place (if focus is petro-chem)
- Pipelines
- Over-sized load corridors

# Critical Infrastructure

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- Municipal agreements and permitting
- Utilities
- Rail

# Questions and Discussion

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Thank you



# REQUEST FOR DECISION

SUBJECT: **GIG Executive Director Report**  
SUBMISSION TO: GIG Committee Meeting  
MEETING DATE: February 12, 2024  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Economy

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: \_\_\_\_\_ MANAGER: \_\_\_\_\_  
DIR: KR PRESENTER: KR  
LEG: \_\_\_\_\_

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That the Greenview Industrial Gateway Committee accept the verbal report from the Executive Director for information, as presented.**

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## BACKGROUND/PROPOSAL:

Updates will include:

1. IFS Update
2. Water Outtake Update
3. GIG Signage – Initial Input
4. Electrical
5. CCS

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## BENEFITS OF THE RECOMMENDED ACTION:

1. Council is more informed regarding the progress and the steps that have been made pertaining to the Greenview Industrial Gateway since the last regular Committee Meeting.

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## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived advantages to the recommended action.

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## ALTERNATIVES CONSIDERED:

1. This presentation is for information only.

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## FINANCIAL IMPLICATION:

There are no financial implications outside of normal budget allocations that will arise from the recommended motion.



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**STAFFING IMPLICATION:**

There are no staffing implications of the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

No follow up actions.

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**ATTACHMENT(S):**